



DONALD L. WOLFE, Director

COUNTY OF LOS ANGELES

DEPARTMENT OF PUBLIC WORKS

"To Enrich Lives Through Effective and Caring Service"

900 SOUTH FREMONT AVENUE
ALHAMBRA, CALIFORNIA 91803-1331
Telephone: (626) 458-5100
<http://dpw.lacounty.gov>

ADDRESS ALL CORRESPONDENCE TO:
P.O. BOX 1460
ALHAMBRA, CALIFORNIA 91802-1460

June 19, 2007

IN REPLY PLEASE
REFER TO FILE: **PJ-2**

The Honorable Board of Supervisors
County of Los Angeles
383 Kenneth Hahn Hall of Administration
500 West Temple Street
Los Angeles, CA 90012

Dear Supervisors:

**ACTON PARK PHASE II
ADOPT, ADVERTISE, AND AWARD
SPECS. 6817; C.P. 69190
SUPERVISORIAL DISTRICT 5
3 VOTES**

**JOINT RECOMMENDATION WITH THE CHIEF ADMINISTRATIVE OFFICER AND
THE DIRECTOR OF PARKS AND RECREATION THAT YOUR BOARD:**

1. Adopt plans and specifications for construction of the Acton Park Phase II project at an estimated total project cost of \$993,634 funded by a State Proposition 12 Per Capita Program grant, a State Proposition 12 Robert-Z'Berg-Harris Program grant, and Safe Neighborhood Parks Proposition A Excess funds; and instruct the Executive Officer of the Board to advertise the project for construction bids to be received and opened on July 11, 2007, in accordance with the Instruction Sheet for Publishing Legal Advertisements (Enclosure B).
2. Authorize the Director of Public Works to execute a Consultant Services Agreement with the apparent lowest responsible bidder to prepare a baseline construction schedule for a \$2,500 not-to-exceed fee, funded by existing project funds.
3. Delegate to the Director of Public Works the authority to determine, in accordance with the applicable Contract and bid specifications, whether the apparent lowest responsible bidder has timely prepared a satisfactory baseline construction schedule and satisfied all the conditions for Contract award;

authorize the Director of Public Works to award and execute the Construction Contract, in the form previously approved by County Counsel, to the apparent lowest responsible bidder; and authorize the Director of Public Works to establish the effective date of the Contract upon receipt by the Director of Public Works of a satisfactory baseline construction schedule, acceptable Performance and Payment Bonds, and evidence of required contractor insurance.

PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION

Approval of the recommended actions will authorize Public Works to advertise for construction bids and award a Construction Contract for the Acton Park Phase II project to meet the December 31, 2007, deadline for expenditure of State funds. Award of the Construction Contract will occur only if it can be accommodated within the project budget.

Acton Park Phase I was completed in October 2005 and included a ballfield, two play areas, restroom building, and other park amenities. Since that time, the Friends of Acton Park and County staff have been working closely to develop the scope of the Park's second phase. The proposed project consists of adding a gazebo/community pavilion, a regulation softball field, associated landscaping, irrigation, and utilities. In addition, the project includes additive bid alternates that may be awarded if sufficient funds are available, including a basketball/tennis court, a shade structure over the playground, hitching post and watering hole, flagpole monument, and parking.

If the bid can be awarded within the total project budget, Public Works will proceed with the Contract award. If the bid cannot be accommodated within the total project budget, a Contract will not be awarded, and we will return to your Board with a revised project scope of work and funding recommendations.

The proposed Consultant Services Agreement requires the apparent lowest responsible bidder to prepare a baseline construction schedule that conforms to the County's schedule specification, which is critical to successfully manage construction activities by both the contractor and the County. Bid specifications provide that if the apparent lowest responsible bidder fails to complete an acceptable schedule, the Director of Public Works may return to your Board to recommend that the bidder be determined nonresponsive and recommend awarding the Construction Contract to the next lowest responsible bidder, contingent on the bidder completing a baseline schedule that conforms to the County's specifications.

Implementation of Strategic Plan Goals

These actions meet the County Strategic Plan Goals of Fiscal Responsibility and Children and Families' Well-Being by investing in public infrastructure that will enhance activities that promote good health and social and emotional well-being.

FISCAL IMPACT/FINANCING

The estimated construction cost is \$786,434 and includes \$714,940 for the Construction Contract and a change order allowance of \$71,494. The total project cost, including plans and specifications, plan review, construction, and consultant and County services, is estimated at \$993,634. Sufficient appropriation is included in the Fiscal Year 2007-08 Capital Projects/Refurbishments Budget (C.P. No. 69190) to fund the proposed project. The Project Schedule and Budget Summary are included in Enclosure A.

The proposed project is funded by a \$371,335 State Proposition 12 Per Capita Program grant, \$422,299 State Proposition 12 Robert-Z'Berg-Harris Program grant, and \$200,000 1996 Safe Neighborhood Parks Proposition A Excess funds.

Operating Budget Impact

Based on the project description and current salary and benefits rates, Parks and Recreation anticipates a one-time start-up cost of \$53,000 for recreation and grounds maintenance equipment. In addition, Parks and Recreation anticipates an additional increase of \$132,000 in annual ongoing operating costs for recreational and maintenance staff, supplies, and utilities.

Parks and Recreation will work with the Chief Administrative Office to determine the appropriate operating requirements and available funding and will request funding for the one-time and ongoing costs in its Fiscal Year 2007-08 Final Changes Request. Based on the current project schedule, one-time start-up and ongoing operating costs will be incurred sometime mid-Fiscal Year 2007-08.

FACTS AND PROVISIONS/LEGAL REQUIREMENTS

A standard Construction Contract, in the form previously approved by County Counsel, will be used. The standard Board-directed clauses that provide for Contract termination, renegotiation, and hiring qualified displaced County employees will be included.

The project specifications contain provisions requiring the contractor to report solicitations of improper consideration by County employees and allowing the County to terminate the Contract if it is found that the contractor offered or gave improper consideration to County employees.

As requested by your Board on August 12, 1997, and as a threshold requirement for consideration of Contract award, bidders will be required to attest their willingness to consider Greater Avenues for Independence Program/General Relief Opportunity for Work participants for future employment.

As required by your Board, language has been incorporated into the project specifications stating that the contractor shall notify its employees, and shall require each subcontractor to notify its employees, about Board Policy 5.135 (Safely Surrendered Baby Law) and that they may be eligible for the Federal Earned Income Credit under the Federal income tax laws.

Bidders will also be required to show full compliance with Los Angeles County Code Chapter 2.200 (Child Support Compliance Program) and Chapter 2.203 (Contractor Employee Jury Service Program).

To ensure that the Contract is awarded to a responsible contractor with a satisfactory history of performance, bidders are required to report violations of the False Claims Act, their civil litigation history, and information regarding prior criminal convictions. The information reported will be considered before making a recommendation to award.

ENVIRONMENTAL DOCUMENTATION

On August 4, 2004, your Board approved the Mitigated Negative Declaration for the Acton County Park Acquisition and General Development pursuant to the California Environmental Quality Act.

CONTRACTING PROCESS

Advertising for bids will be in accordance with the County's standard Instruction Sheet for Publishing Legal Advertisements (Enclosure B).

As requested by your Board on February 3, 1998, this Contract opportunity will be listed on the Doing Business with Us website.

Participation by the Community Business Enterprises (CBE) in the project is encouraged through Public Works' Capital Projects' CBE Outreach Program and by monitoring the good faith efforts of bidders to utilize CBEs.

IMPACT ON CURRENT SERVICES (OR PROJECTS)

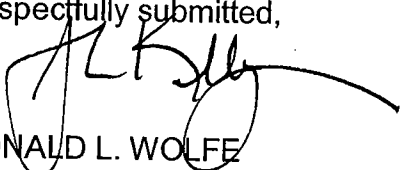
The park will remain open during the construction period scheduled to begin in August 2007. However, access to the gazebo area, tot-lot, group picnic area, new ballfield, and parking area will be limited during construction.

The completed project will allow Parks and Recreation to expand its sports programs and recreational activities in response to community input. In addition, the improved facilities and amenities will contribute to a safer and healthier environment for both passive and programmed park activities.

CONCLUSION

Please return an adopted copy of the letter to the Chief Administrative Office (Capital Projects Division), Parks and Recreation, and Public Works.

Respectfully submitted,


DONALD L. WOLFE
Director of Public Works

DAVID E. JANSSEN
Chief Administrative Officer

RUSS GUINEY
Director of Parks and Recreation

AB:vs

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Enc. 2

cc: County Counsel
Office of Affirmative Action Compliance (Ozie Smith)
Department of Public Social Services (GAIN/GROW Program)

June 19, 2007

ENCLOSURE A

**ACTON PARK PHASE II
ADOPT, ADVERTISE, AND AWARD
SPECS. 6817; C.P. 69190**

I. SCHEDULE

Project Activity	Schedule Completion Date
Construction Documents	05/04/07*
Jurisdictional Approvals	05/11/07*
Construction Contract Award	08/01/07
Construction Start	08/13/07
Substantial Completion	12/13/07
Final Acceptance	12/31/07

* Indicates completed activity.

II. PROJECT BUDGET SUMMARY

Cost Category	Approved Budget
Plans and Specifications	\$ 66,850
Plan Review	\$ 3,000
Construction	
Construction	\$ 714,940
Change Order Allowance	71,494
Total Construction	\$ 786,434
County Services	\$ 137,350
Total Project	\$ 993,634

June 19, 2007

ENCLOSURE B

**ACTON PARK PHASE II
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PUBLISHING LEGAL ADVERTISEMENTS: In accordance with the State of California Public Contract Code Section 20125, you may publish once a week for two weeks in a weekly newspaper or ten times in a daily newspaper. Forward three reprints of this advertisement to Architectural Engineering Division, Department of Public Works, 900 South Fremont Avenue, 8th Floor, Alhambra, California 91803-1331.

**OFFICIAL NOTICE
INVITING BIDS**

Notice is hereby given that the Director of Public Works will receive sealed bids for furnishing all materials, labor, and equipment required to complete construction for the following work:

<u>SD</u>	<u>SPECS.</u>	<u>PROJECT</u>	<u>BID DOC.</u> <u>FEE</u>	<u>DATE OF BID</u> <u>OPENING</u>
5	6817	Acton Park Phase II 3751 Syracuse Avenue Acton, CA 93510	\$50	July 11, 2007

Copies of the project manual and drawings may be obtained at the Cashier's office, Department of Public Works, 900 South Fremont Avenue, Mezzanine, Alhambra, California 91803, for the fee stated above. For bid information, please contact Ms. Grace Stohs of Architectural Engineering Division at (626) 458-5114. Each bid shall be submitted on the required form, sealed, and filed at the Cashier's office no later than 10:45 a.m. on the date indicated. Bids will be publicly opened, examined, and declared by Public Works at 11 a.m. in the Architectural Engineering Division's Conference Room, 8th Floor, at 900 South Fremont Avenue, Alhambra, California 91803.

Bids must conform to the drawings and project manual and all bidding requirements. This project requires the prime contractor to possess an A or B license classification at the time of bid. The contractor should verify to his/her satisfaction that he/she holds the correct license for this type of project.

OTHER INSTRUCTIONS

The County supports and encourages equal opportunity contracting. The contractor shall make good faith efforts as defined in Section 2000 of the Public Contract Code to contract with Community Business Enterprises.

The Board of Supervisors reserves the right to reject any or all bids or to waive technical errors and discrepancies in bids submitted in the public's interest.

Si necesita información en español, por favor llame al Telefono (626) 458-2563.



Upon 72-hours notice, Public Works can provide program information and publications in alternate formats or make other accommodations for people with disabilities. In addition, program documents are available at our main office in Alhambra (900 South Fremont Avenue), which is accessible to individuals with disabilities. To request accommodations ONLY or for more Americans with Disabilities Act (ADA) information, please contact our departmental ADA Coordinator at (626) 458-4081 or TDD (626) 282-7829, Monday through Thursday, from 7 a.m. to 5:30 p.m.



Con 72 horas de noticia, el Departamento puede proveerle información y publicaciones sobre el programa y formatos alternativos o hacer adaptaciones para incapacitados. Además, documentación sobre el programa está disponible en nuestra oficina principal en Alhambra (900 South Fremont Avenue), la cual es accesible para individuos con incapacidades. Para solicitar adaptaciones SOLAMENTE o para mas información del ADA, pongase en contacto con nuestro Coordinador del ADA del Departamento al (626) 458-4081 o TDD (626) 282-7829, de lunes a jueves de las 7 a.m. a 5:30 p.m.

By order of the Board of Supervisors of the County of Los Angeles, State of California, dated June 19, 2007.

Specs. 6817

SACHI A. HAMAI, EXECUTIVE OFFICER
OF THE BOARD OF SUPERVISORS
OF THE COUNTY OF LOS ANGELES